

# Application Checklist

## Wedding date

Application cannot be made until a wedding has been planned, even if the wedding is at the courthouse.

## Certified birth certificates

Photocopies, hospital certificates, baptismal certificates and state notifications of birth registration are not accepted.

## Unexpired picture IDs

Driver's licenses, state ID cards and passports are accepted.

## Proof of Fond du Lac County residency from one applicant

If the picture ID does not contain the current address, the applicant will need three recently dated bills or other official correspondence. Mail addressed to a post office box does not fulfill this requirement.

## Social Security numbers

Cards are not necessary.

## Proof of how last marriages ended

Signed and dated judgment of divorce or legal annulment papers, or certified death certificate must be shown.

## Ceremony information

The officiant's name, address and phone number are required, as is the wedding location. This includes the name of the county and the city, village or town where the wedding will be held.

## Waiting period

Application needs to be made one week to one month before the wedding.

## \$100 application fee

Payment may be made with cash, no checks. Debit/credit cards are accepted; a \$3 service fee is charged.

# Information Guide

**Application:** The couple must apply together. Appointments are not necessary.

**Age:** Any person who has attained the age of 18 may marry if otherwise competent. If a person is between the ages of 16 and 18, the license will be issued only with the written consent of parents, guardian or custodian. If the parents are divorced, proof must be provided showing legal guardianship. If one parent is deceased, a certified death certificate is needed.

**Residency:** Application must be made in the county in which one of the parties has resided for at least 30 days. If both parties are residents of other states, application must be made in the county where the ceremony is to be held. If neither person has been a resident of any county for 30 days prior to applying, application must also be made in the county where the ceremony is to be held.

**Divorced persons:** A person who is divorced is prohibited from marrying until six months after the date the divorce was granted, as directed in the following state statute.

*Wisconsin Statutes, Sec. 765.03 (2): It is unlawful for any person, who is or has been a party of an action for divorce in any court in this state, or elsewhere, to marry again until 6 months after judgment of divorce is granted, and the marriage of any such person solemnized before the expiration of 6 months from the date of the granting of judgment of divorce shall be void.*

**Waiting period:** A six-day waiting period is required by law. A waiver may be obtained by nonresidents of Wisconsin for an additional fee. The license is valid for 30 days after the date of issuance and the marriage must be performed within that period.

**Foreign languages:** If either party does not speak or understand English, a third party interpreter must be present at the time of application. If documents are in another language, there must be a certified translation or an uninterested party must be present to translate.

**Relationship:** Persons closer in relationship than second cousin may not marry, except when the female has attained the age of 55 years.

## Officiant Options

### Inside the Courthouse

- ❖ **Judge Gary R. Sharpe**  
(920) 929-3189
- ❖ **Judge Peter L. Grimm**  
(920) 929-3071
- ❖ **Court Commissioner Meggin McNamara/Chelsea Brocker ~ (920) 929-3150**
- ❖ **Municipal Court Judge Jerome Jaye**  
(920) 924-2479

### Outside the Courthouse

- ❖ **Judge Peter L. Grimm**  
(920) 929-3071
- ❖ **Municipal Court Judge Jerome Jaye**  
(920) 924-2479
- ❖ **Court Commissioner Meggin McNamara/Chelsea Brocker ~ (920) 929-3150**
- ❖ **Court Commissioner William Buchholz**  
(920) 324-9736
- ❖ **Court Commissioner Steven Sorenson**  
(920) 748-2841
- ❖ **Court Commissioner Ludwig Wurtz**  
(920) 745-2800

## *Vital Records*

### **How to obtain birth/death certificates:**

If the birth/death occurred in **Fond du Lac County**, contact:

Register of Deeds  
160 S. Macy Street  
Fond du Lac, WI 54935  
Telephone: (920) 929-3018

If the birth/death occurred elsewhere in the state of Wisconsin, contact the Register of Deeds in that county or go to:

[www.dhfs.wisconsin.gov/vitalrecords](http://www.dhfs.wisconsin.gov/vitalrecords)

If the birth/death occurred in another state, go to:

[www.cdc.gov/nchs](http://www.cdc.gov/nchs)

### **How to obtain divorce judgments:**

If the divorce occurred in **Fond du Lac County**, contact:

Clerk of Courts  
160 S. Macy Street  
Fond du Lac, WI 54935  
Telephone: (920) 929-3038

If the divorce occurred elsewhere in the state of Wisconsin, contact the Clerk of Courts in that county or go to:

[www.dhfs.wisconsin.gov/vitalrecords](http://www.dhfs.wisconsin.gov/vitalrecords)

If the divorce occurred in another state, go to:

[www.cdc.gov/nchs](http://www.cdc.gov/nchs)

## *After the Wedding*

- ✓ **Purchase a certified copy of your marriage license:** Contact the Register of Deeds in the county where you were married to ensure that your marriage certificate has been filed. The certificate is to be filed within three days after the ceremony. If it has not been filed, please contact your officiant.
- ✓ **Change your Social Security card:** Visit your local Social Security office to change your name free of charge. A step-by-step guide is available at [www.socialsecurity.gov](http://www.socialsecurity.gov).
- ✓ **Change your driver's license:** Visit the Department of Motor Vehicles to get a new license. Inquire with the Social Security office as to when this should be done.
- ✓ **Change your voter information:** Update your voter registration with your name and/or address changes. This can be done with your municipal or county clerk after you've changed your driver's license.

*The regulations contained in this pamphlet are governed by the laws of the state of Wisconsin. These regulations are the same statewide. The cost of a marriage license and waiver may vary from county to county.*

## *Marriage License Information*

This pamphlet is provided by

**Lisa Freiberg**  
**Fond du Lac County Clerk**

City-County Government Center  
160 S. Macy Street  
Fond du Lac, Wisconsin

(920) 929-3000

[www.fdlco.wi.gov](http://www.fdlco.wi.gov)

Monday through Friday  
7:45 a.m. to 4:30 p.m.\*

\*Applications are accepted  
only until 4:00 p.m.